



DELTA PATENTS



Training for IP Administrators

IP ADMINISTRATORS

2-DAY

TRADEMARKS & DESIGNS

DELTAPATENTS WELCOMES YOU

Why DeltaPatents?

DeltaPatents is a **patent attorney firm** based in the Netherlands with a passion for quality. We provide the highest quality advice and service to public and private companies at various stages of growth from start-up to Fortune 500. All our patent specialists have a deep technological knowledge and extensive industrial experience at companies like Philips, NXP, ASML, and Dupont/Danisco. Through our education activities, we stay ahead in terms of law changes, case law and procedural requirements.

Our client's needs vary when it comes to patenting routes and level of support needed, and we are able to adapt to their needs and work together with local in-house support staff. This gives us a wide range of knowledge over a broad spectrum of patent procedures.

We are proud to be a leading training organisation for Patent Attorneys for over a decade, offering a complete range of training modules for the European Qualifying Examination – EPC and PCT, and various other IP subjects.

"It was a pleasure to study with such a skilled and nice instructor"

Our **blogs** keep you up-to-date on the EQE, Case law, Patent procedures, Unitary Patent and Dutch IP News.



In 2006 we started **training IP support staff**, culminating in a full training program preparing for the official Dutch Formalities Officers exam. The training modules are now offered throughout Europe.

Our training focuses on giving insight and understanding, and ensuring that the acquired knowledge can be practically applied. Unique for DeltaPatents is that we thoroughly train and guide our tutors. For our tutors, training is a profession, mastered by teamwork and frequent involvement in courses. We take feedback of attendants seriously and act on it. For us, quality and customer satisfaction are essential.

*"Education is not the learning of facts,
but the training of the mind to think"*
Albert Einstein

Through our education activities, we stay ahead in terms of law changes, case law and procedural requirements.

DeltaPatents' personal touch

We believe in teaching and treating candidates with a personal touch. You will be trained in small groups, giving ample opportunity to discuss unclear issues in more detail and get personal assistance.

Hospitality is important to us. For candidates staying in Eindhoven for a couple of days, we aim to organize a social event, such as a dinner or a trip to a local place of interest.

We welcome email contact with our tutors to ask follow-up questions, to clarify course materials or to report mistakes.

IP ADMINISTRATORS COURSE

2-DAY

TRADEMARKS & DESIGNS

Objective

Working in patent and/or trademark/design administration is highly complicated due to the many (slightly) different procedures. The course aims at providing specific training at many aspects of these procedures.

This module covers the trademark and design procedures, copyright and domain names. By the end of this session participants will understand the differences between trademarks, designs, domain names and copyright and the different way of thinking compared to patent law. For, different than in patent law, having a trademark and/or design registration does not necessarily mean that rights have been acquired or will remain valid during the registration period. Consequently, participants will acquire knowledge about the filing requirements and understanding of the registration procedure for the Benelux, European and International procedures. Lastly, participants will have an insight in the different filing routes.

Structure and approach

This module is the fourth in a series of comprehensive training courses for Formalities Officers. Other modules are:

- General Aspects Patents + Core EPC Procedures (3-day)
- PCT Procedures + Foreign Systems (3-day)
- NL Patent Procedure + Changes of Ownership (1-day)
- Exam Training (1-day)

It is possible to enrol for the complete series of courses, or to enrol for separate modules, according to your

needs. However, attendants of separate modules should keep in mind that those are part of a full training program and the tutor will make connections to knowledge acquired in previous lessons. Furthermore, subjects may be treated less extensively, to avoid overlap with earlier lessons.

Our focus is to create insight and a thorough understanding of the several procedures. We not only explain what actions should be taken and when, but more importantly why they should be done and how. Our explanations follow the natural course of applications from filing to grant, so as to be consistent with the daily practice of IP Administrators.

The information is communicated to participants by presentations using overhead sheets. After each presentation, comprehension of the topics is tested with exercises and cases.

To provide a background for all topics we use forms of official offices. Furthermore we provide reading material like annexes to application forms and 'FAQ's'.

After the session candidates are required to make homework. We recommend that participants reserve a sufficient amount of time for studying the material and doing homework.



Who should attend?

IP Administrators and other IP support staff, either from an industrial in-house IP department or from private practice, who wish to obtain insight in the Trademark and Design procedures. Experience in the field of trademarks and designs is not necessary.

Contents of this module

In this module we introduce the Trademarks and Design procedures.

Topics included:

Trademarks - general

- What is a Trademark?
 - definition, terminology, key elements
 - why Trademark protection?
 - value of a Trademark
 - Trademarks versus Patents
 - examples: logo's, names, shapes, etc.
- Before registration procedure
 - Registration versus non-registration
 - Searching before registration
- Filing strategy / which routes to choose?

Trademarks – procedure from filing to grant

- Registration procedure
 - European Union Trademark (EUTM)
 - Benelux Trademark (BX)
 - International Trademark (IR)
- Where to file?
- Filing date requirements:
 - Request
 - Information identifying applicant
 - List of goods or services
 - Representation of the Trademark
 - Filing fees, class fees
 - Language
- Priority claim and time limit
- Seniority claim and exhibition priority
- Formalities Examination and correcting deficiencies
- Examination on absolute grounds
- Acceptation / searches
- Publication
- Opposition
- Registration and duration of protection
- Renewals
- Post filing: watching services
- Reasons for loss of rights
 - generic use
 - misleading use

Designs - general

- What is a Design
 - definition, terminology, key elements
 - examples: logo's, parts of products, maps, etc.
 - why do we have designs?
 - registered vs. unregistered Design
- Conditions for protection
 - novelty
 - individual character
- Filing strategy / which routes to choose?

Designs - procedure from filing to grant

- Registration procedure
 - European Union Design (RCD)
 - International Design (IR)
- Where to file?
- Filing date requirements:
 - Request
 - Designer info
 - Single or multiple applications
 - Representation of the Design
 - Description
 - Drawings: max. 7 views
 - Filing fees
 - Language
 - Indication of class
- Priority claim and time limit
- Exhibition priority
- Formalities Examination and correcting deficiencies
- Acceptance / registration publication
- Deferment
- Duration of protection
- Renewals

Domain names and Copyright- general

- What is a Domain Name
- Registration of Domain Name
- What is Copyright



Training material

A comprehensive set of high quality, up-to-date training materials will be provided including:



- All **overhead sheets** used during the presentations.



- **Unique set of flow charts** that visually explain the various procedures

- A comprehensive set of **forms**

- An extensive **tabular overview** of the procedural steps of the main systems

- Reading material like **Frequently Asked Questions** in relation with trademark law and design law.



- **Exercises** to assist participants in internalising the information.





In 2021 (and 2022) we offer online training

With the Covid-19 crisis still going on and not knowing how the situation will develop in the upcoming months, we have decided to offer our courses as online training, using video sessions with the WebEx system. For the video sessions, we will use WebEx, which we used last year also for the training, preparing for the Exam in 2022.

With this system you can interact with the tutor and the other candidates, ask questions and give answers to the questions of the tutor.

It requires you to have a system with internet connection, a microphone and a speaker (you may wish to consider a headset); preferably you use a laptop or other computer, but WebEx is also available on smartphones and tablets.

For the online training we have divided the topics to be presented in blocks.

Each course day will be split in two and will be scheduled on Monday and Tuesday mornings from 09.00 to 12.30 hrs.

Except the Exam Training, this is scheduled on Monday from 09.00 till 17.00 hrs.

Course date

The course will be held on **Designs 28/29 March 2022 and Trademarks 11/12 April 2022.**

Course language

The material will be provided in English. Tuition will be in English (or Dutch if all participants agree).

Attendance limited to 20

This limitation will give participants the opportunity to thoroughly discuss all the issues covered by the course program.

Certificate

Each participant will be given a certificate of attendance.

Registration

The price of this two day course is € 852. Registration for this module is possible ultimately until **28 February 2022.**

It is also possible to enrol for the full training program at once (9 course days), the price is € 3.834.

A further possibility is to enrol for the full training program including the exam training (10 course days) at once, the price is € 4.260.

Please note that priority will be given to candidates enrolling for the full training program. The ultimate date of registration for the full program is **17 September 2021.**

Members of the Dutch Platform Formalities Officers receive a reduction of 10%.

Prices include tuition, course materials, refreshments and lunch. A registration fee of € 65 is charged for each booking. For a company booking of several courses at the same time, only one administrative fee of € 65 will be charged. All prices are exclusive of VAT (currently 21%).

Please use the enclosed registration form to enrol and send it to us by email or fax. You may also register online: www.deltapatents.com

Full program for the Dutch exam

The full program for IP Administrators, preparing for the Dutch exam, consists of the following modules:

- General Aspects – Core EPC Procedures - € 1.278
- PCT Procedures – Foreign Systems - € 1.278
- NL Procedures – Changes of Ownership - € 426
- Trademarks & Designs - € 852
- Exam Training - € 426
- Full program (9 days) - € 3.834
- Full program (10 days, incl. Exam Training) - € 4.260
- Registration fee € 65

Time schedule

• 11-12 October 2021	General aspects. – Core EPC Procedures
• 1-2 November 2021	Core EPC Procedures
• 22-23 November 2021	Core EPC Procedures
• 13-14 December 2021	PCT Procedures
• 17-18 January 2022	PCT Procedures
• 7-8 February 2022	PCT Procedures – Foreign Systems
• 7-8 March 2022	NL Procedures – Changes of Ownership
• 28-29 March 2022	Designs
• 11-12 April 2022	Trademarks
• 9 May 2022	Exam Training (1 day course)

Exam

The Dutch Exam for Formalities Officers is usually held in May each year. The Exam Committee of the Platform Formalities Officers has established a list of knowledge and competences that a certified Formalities Officer is expected to have.

It is necessary to register for the exam via secretariaat@formalitiesofficers.nl and pay a fee. The fee level is lower if you are a member of the Platform FO.



**“I AM VERY
IMPRESSED WITH
THE QUALITY AND
KNOWLEDGE
LEVEL.”**



Diane Tweedlie



Jelle Hoekstra

Meet the Tutors

- **Diane Tweedlie** is tutor for Pre-Exam, Main Exam Paper D and IP Administrators' courses. She is a European Patent Attorney in the field of Mechanical Engineering.
- **Jelle Hoekstra** is a founding partner of DeltaPatents, and an experienced tutor. He has been involved with Intellectual Property for more than 20 years in industry and private practice. He is a European Patent Attorney and author of several books on the EPC.



Lea Wijnen

Contact

For more information please visit the DeltaPatents website (www.deltapatents.com) or contact Lea Wijnen at DeltaPatents (training@deltapatents.com).



REGISTRATION FORM

You may register by **fax** + 31 40 2366708 **mail** DeltaPatents B.V., Fellenoord 370, 5611 ZL Eindhoven, the Netherlands

website www.deltapatents.com **email** training@deltapatents.com

name

how many years of experience in field of patents?

all round IP Administrator?

yes/no

company

company address

private address (town)

office address (town)

billing-address (if different), including email address and phone number

purchase order

VAT-number

tel. no.

e-mail address

member Platform FO

yes/no

A registration fee of € 65 is charged for each booking. If more than one course is booked at the same time, only one administrative fee of € 65 will be charged. All prices are exclusive of 21% VAT. No VAT will be charged if a VAT-number is provided on this form.

3-day Dates: 11/12 October 2021 – 1/2 November 2021 – 22/23 November 2021 Price € 1.278

General Aspects

Core EPC

3-day Dates 13/14 December 2021 – 17/18 January 2022 – 7/8 February 2022 Price € 1.278

PCT Procedures

Foreign Systems

1-day Date: 7/8 March 2022 Price € 426

NL Procedures

Changes Ownership

2-day Dates: Designs 28/29 March 2022 – Trademarks 11/12 April 2022 Price € 852

Trademarks & Designs

1-day Date: 9 May 2022 Price € 426

Exam Training

Full Program Period: October 2021 – April 2022 Price € 3.834

(9 days) without Exam Training

Full Program Period: October 2021 – May 2022 Price € 4.260

(10 days) including Exam Training

Cancellation policy: please check our website (www.deltapatents.com) for our cancellation policy

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